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# Curricular Affairs Committee Minutes October 22, 2012

University of Rhode Island Faculty Senate

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## CURRICULAR AFFAIRS COMMITTEE

### Minutes for the second meeting of the 2012-2013 academic year

- I. The meeting was called to order at 3:05 p.m. on Monday, October 22, 2012 in Library Conference Room A, Chairperson Mundorf presiding.

The following members were present: Professors Brand, Doerner, English, Honhart, MacDonald, Misto, and Mundorf; Ms. Buss; Vice Provost Beauvais. Ms. Neff from the Faculty Senate Office was also in attendance.

- II. The Minutes of Meeting #1, September 24, 2012 were approved.

### III UNFINISHED BUSINESS

The Department of Political Science's request to change the level and number and prerequisite for PSC 288 to PSC 388 (288) was approved

### IV. NEW BUSINESS

#### A. Course Changes

1. The change in title, credits, description, prerequisite for GEO 465 was approved.
2. The cross-listing of ISE 411 with MCE 411\* and ISE 460 with MCE 460\* was approved
3. The change in description for CVE 220, CVE 354 and CVE 355 was approved.

- B. Discussion ensued on the syllabus requirements, including the sample guidelines, template, and model syllabi (See [http://www.uri.edu/facsen/curricular/syllabus\\_development.html](http://www.uri.edu/facsen/curricular/syllabus_development.html))

Professor MacDonald reported on her meeting with Ms. Finan in the SLOAA Office and informed the CAC that Ms. Finan had developed some examples of learning objectives. She said that Ms. Finan hoped to hear from Dr. Erickson in the IDP.

The consensus of the committee was that this would be helpful information for syllabus construction by faculty members proposing new courses.

During review of the Syllabus Development website, it was noted that not all of the posted syllabi had good examples of learning objectives. In addition, the guidelines prepared by the IDP didn't provide enough guidance on drafting learning objectives.

During discussion, it was observed that the syllabi for EGR 110 and SOC provided good examples of learning objectives. It was further noted that the syllabus for EEC 350 should be added to the website as well.

The committee discussed the relationship and lack of interaction between members of college curriculum committees and the college representatives to the CAC. It was agreed that any effort to improve coordination and discussion among the two faculty groups would improve the apparent disconnect in some colleges.

Vice Provost Beauvais reported that she was a member of the President's Administration and Management Review Committee, chaired by Ms. Coleman. She said it was important that faculty members be involved in improving administrative practices and encouraged faculty members to suggest changes for making academic (Faculty Senate) processes and procedures less cumbersome/time consuming.

The CAC agreed to continue to discuss these issues related to course approval processes and improving information for faculty members developing new course/program proposals throughout the academic year.

The meeting was adjourned at 4:16 p.m.

Respectfully submitted,

Sheila Black Grubman

\*May require action by the Graduate Council